



Highline Water District Regular Board Meeting Minutes October 18, 2017

ATTENDEES			(Strikeouts indicate absence)
COMMISSIONERS	HWD STAFF	HWD ATTORNEY(S)	
Todd Fultz	Matt Everett, General Manager	John Milne, Inslee Best	
Daniel Johnson	Jeremy DelMar, Engr./Operations Mgr.	CONSULTANTS	
Vince Koester	Debra Prior, Administrative Manager		
George Landon	Mary Fossos, Project Coordinator, CIPs		
Kathleen Quong-Vermeire			

1. CALL TO ORDER

President Fultz called the meeting to order at 9:00 a.m.

2. APPROVE AGENDA

Motion duly made and seconded to approve the Agenda as presented. The motion carried unanimously.

3. CONSENT AGENDA

Motion duly made and seconded to approve the Consent Agenda as presented. The motion carried unanimously.

Minutes: October 4, 2017 Regular Meeting				
WARRANTS				
Fund Name	Fund No.	Warrant Date	Vouchers	AMOUNT
Maintenance	09-075-0010	10/19/17	21833 - 21879	\$ 712,424.59
Construction	09-075-3030	10/05/17	902041 - 902041	\$ 11,689.65
Construction	09-075-3030	10/19/17	902042 - 902048	\$ 202,915.98
ELECTRONIC FUNDS TRANSFERS				
Description	Fund No.	Period Ending	EFT Transfer Date	Total Amount
Payroll Tax	09-075-0010	10/06/17	10/18/17	\$ 26,677.09
Direct Deposit – Payroll	09-075-0010	10/06/17	10/13/17	\$ 66,501.54
Dept. of Retirement	09-075-0010	10/06/17	11/15/17	\$ 19,397.61
Dept. of Retirement - Deferred Compensation	09-075-0010	10/06/17	10/13/17	\$ 4,184.00
Health Equity (KC-BEN96)	09-075-0010	10/06/17	10/13/17	\$ 264.58
Health Equity (KC-BEN105)	09-075-0010	10/06/17	10/13/17	\$ 111.08
HRA VEBA (KC-BEN60)	09-075-0010	10/06/17	10/13/17	\$ 5,637.10
Dept. of Revenue - Unclaimed Property	09-075-0010	09/30/17	10/11/17	\$ 541.07
Dept. of Licensing-Dyed Diesel Fuel User Tax	09-075-0010	09/30/17	10/03/17	\$ 351.86
CONSENT AGENDA RESOLUTIONS				
Item #	Resolution #	Description		
None				

3A. PUBLIC HEARING PER RCW 57.08.120

Proposed Communications Site Use and License Agreement with Sprint Spectrum L.P. - Location: North Hill Tank Site – 505 S 208th St, Des Moines, WA. President Fultz opened the public hearing at 9:04 am. No members of the public attended the hearing. The public hearing was closed at 9:05 am.

4. PUBLIC INPUT

No members of the public attended the meeting.



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5. RESOLUTIONS/MOTIONS

Resolution 17-10-10A declaring an emergency and waiving the formal competitive bidding requirements of RCW 39.04.280(1)(E); (2)(B) and (3) and to retain a contractor to perform the emergency water main replacement work at S 176th Street; and authorizing a change order to Project 17-1. Motion duly made and seconded. After discussion, the motion carried unanimously.

Resolution 17-10-18B authorizing Communications Site Use and License Agreement with Sprint Spectrum L.P. at the District's North Hill Tank Site – 505 S 208th St, Des Moines, WA. Motion duly made and seconded. After discussion, the motion carried unanimously.

Resolution 17-10-18C commending employee (Mike Becker) for 30 years of service with the District. Motion duly made and seconded. After discussion, the motion carried unanimously.

6. STAFF/COMMISSIONERS/ATTORNEY

Debbie Prior

6.1 Third quarters financials will be emailed to the Board this week for discussion at the 10/24/17 Board Workshop.

Jeremy DelMar

6.2 McMicken Heights Well Pump Removal Status – The District contracted with Pump Tech to pull the pump and motor to diagnose the cause of decreased production. While attempting to pull the pump and motor out of the well, the pipe broke off due to corrosion on pipe threads causing the pump and motor to drop into the well. On 10/26/17, Pump Tech will make a second attempt to pull the pump and motor. When the condition of the pump and motor is determined, Jeremy will update the Board at a future meeting.

Matt Everett

6.3 District Publications - The District will hire Relaena Sindelar with Sindelar Communications & Marketing to assist with writing and formatting the District's next newsletter. If pleased with her performance, the District plans to budget for her additional public outreach assistance in 2018.

Kathleen Quong-Vermeire

6.4 Infrastructure Assistance Coordinating Council Conference (IACC) 10/24-10/26/17
Kathleen will be attending the IACC conference at the Wenatchee Convention Center and will not be attending the District's 10/24/17 Board Workshop.

Vince Koester

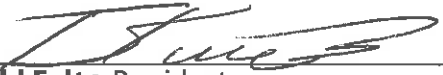
6.5 Washington Association of Sewer and Water Districts (WASWD) - Vince discussed his concerns regarding management at WASWD.




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There being no further business of the District, President Fultz concluded the meeting at 9:52 a.m.

BOARD OF COMMISSIONERS



Todd Fultz, President



Daniel Johnson, Secretary



Vince Koester, Commissioner



George Landon, Commissioner

Kathleen Quong-Vermeire, Commissioner